
**WASHINGTON TOWNSHIP MUA
REGULAR MEETING
August 6, 2014**

The Regular Meeting of the W.T.M.U.A. was called to order at 7:36 PM on August 6, 2014. Adequate notice of this meeting of the W.T.M.U.A. was given to the Daily Record and the Courier News on February 19, 2014. Notice was also posted on the Municipal Building Bulletin Board.

Members Present: Messrs. Napolitano, Popper, Mascott*
Alt. Members Present: Messrs. Kramer**, Babb
Members Absent: Messrs. Cullen, Akin,
Alt. Members Absent: Messrs.
Staff Members Present: Executive Director Pucilowski, Attorney Gregory

*arrived at 8:12pm

**arrived at 8:20 pm

REGULAR MEETING

SALUTE THE FLAG

APPLICATION FOR PRIVATE WELL – 110 PARKER RD

The customer appealed their denial to retain their private well after connection to the Authority water system for the purpose of reforesting their property after the hurricane. The customer was advised that the private well will require a backflow preventer system that the customer will need to pay for. Additionally once the reforesting is complete and the exception expires, the cost of sealing the well will be the responsibility of the customer.

DAVE CARSWELL RETROACTIVE LICENSE COMPENSATION

The employee, Dave Carswell, presented a history on the iron and manganese treatment permit. The employee was advised that he could request the discussion to take place in closed. A document outlining the history of the permit issue was provided and reviewed by the employee. The permit has been approved by the NJDEP and the construction is almost complete.

APPROVAL OF MEETING MINUTES

Motion was made by Mr. Popper, and seconded by Mr. Mascott, to approve 7/6/4/14 Meeting Minutes. Motion was carried by the following vote:

AYES: Messrs.: Napolitano, Mascott, Popper, Kramer, Babb

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

JULY 2014 CHECKBOOK REGISTER

This item was tabled until next meeting.

JUNE BILLING ADJUSTMENTS

This item was tabled until next meeting.

VOUCHERS OVER \$5,000

Motion was made by Mr. Mascott, and seconded by Mr. Popper, that the vouchers for, DJ Egarian dated 7/09/14 for \$8,662.50, Passaic Valley dated 7/17/14 for \$9,000.00, and DeMaio Electric dated 7/30/14 for \$9,676.61 be approved for payment and authorized by the signature of the proper official. Motion was carried by the following vote:

AYES: Messrs.: Napolitano, Mascott, Popper, Kramer, Babb

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

SENIOR DISCOUNT

Based on the customer's interpretation of NJSA 40:14B-22.2, he made a request to exclude his social security income in consideration of receiving a discount. The customer was not able to provide a PAAD card or a Federal Tax Return for proof of income. The Attorney advised that other certified forms of income can be provided if a PAAD card or Federal Tax Return is not available. A signed certification would qualify as proof. The criteria for determining eligibility for the Authority discount could be interpreted to include qualification for PAAD (which includes Social Security in the income calculation) or the statute, NJSA 40:14B-22.2 (which does not include Social Security). In either situation, the decision to provide the discount is at the Authority's discretion. The Executive Director will confer with the Auditor to determine if there is an exemption allowing someone to not to file a tax return. A certification will be developed by the

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Authority Attorney and provided to the customer as a form of certification. The rate schedule will be updated to clarify the discount eligibility at the end of the year.

33 PICKLE LEAK CERTIFICATION SUBMISSION

Motion was made by Mr. Popper, and seconded by Mr. Kramer, to deny the leak certification application for 33 Pickle Rd. Motion was carried by the following vote:

AYES: Messrs.: Napolitano, Mascott, Popper, Kramer, Babb
NAYS: Messrs.: None
ABSTAIN: Messrs.: None

The Board will revisit the leak refund policy at the next meeting.

APPLICATIONS FOR PRIVATE WELL – 240 PARKER

Motion made by Mr. Popper, and seconded by Mr. Kramer, to deny the application for a private well for 210 Parker Rd. Motion was carried by the following vote without prejudice:

AYES: Messrs.: Napolitano, Mascott, Popper, Kramer, Babb
NAYS: Messrs.: None
ABSTAIN: Messrs.: None

BROOKSIDE DRIVE ENGINEERING SERVICES – CHANGE ORDER #1

<p>RESOLUTION CHANGE ORDER #1 FOR CONTRACT C166, BROOKSIDE DRIVE WATER LINE REPLACEMENT</p>
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No. 14-08-D

WHEREAS, on May 7, 2014, the Washington Township Municipal Utilities Authority (Authority) awarded a contract to **Suburban Consulting Engineers, Inc. (Suburban)** of Mount Arlington, NJ entitled c166 Brookside Water Main Replacement; and,

WHEREAS, it has been determined that the area of service needed to expand to include the southern portion of North Washington Valley Road; and,

WHEREAS, **Suburban** has provided a written proposal for the additional engineering services required by the expansion of the project of not to exceed \$3,500; and,

WHEREAS, the Change Order is recommended by the WTMUA staff; and,

WHEREAS, the Authority has reviewed the Request for Change Orders filed by the Executive Director; and

WHEREAS, the Authority is satisfied that the proposed Change Orders are justified and meets the requirements of N.J.A.C. 5:34-4, 5:30-11.2, 5:30-11.6; and

WHEREAS, the availability of funds have been certified in writing by the certifying finance officer.

NOW, THEREFORE, BE IT RESOLVED by the Washington Township Municipal Utilities Authority, that:

1. The Executive Director is hereby authorized to execute an amendment to Contract C166 in the amount of not to exceed \$3,500.00 consisting of Change Order #1 for the work described in the aforesaid Request for Change Orders in the form submitted to the Authority.
2. This Resolution shall take effect immediately according to law.

INTRODUCED AND PASSED: August 6, 2014

Motion made by Popper, and seconded by Mr. Babb. Motion was carried by the following vote:

AYES: Messrs.: Napolitano, Mascott, Popper, Kramer, Babb
NAYS: Messrs.: None
ABSTAIN: Messrs.: None

INSTALL GORMAN-RUP PUMP AT LVSTP

Motion was made by Mr. Mascott, and seconded by Mr. Kramer, to authorize up to \$16,000 for installation of Pump at LVSTP. Motion was carried by the following vote:

AYES: Messrs.: Napolitano, Mascott, Popper, Kramer, Babb
NAYS: Messrs.: None
ABSTAIN: Messrs.: None

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OLD FARMERS ROAD PUMP STATION MOYNO PUMP REPLACEMENT CHANGE ORDER

RESOLUTION

AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT
FOR MOYNO PUMP REPLACEMENT
FOR OLD FARMERS ROAD PUMP STATION

No. 14-08-B

WHEREAS, the Washington Township Municipal Utilities Authority ("Authority") has the need to replace the Moyno Pump at the Old Farmers Road Pump Station; and

WHEREAS, the Authority Board authorized the replacement of this purchase up to \$33,000 at the Public Meeting on July 2, 2014

WHEREAS, proposals were solicited and two companies provided price quotes; and

WHEREAS, Pumping Services, Inc. has submitted the lowest priced proposal dated July 11, 2014 indicating they will provide the Moyno Pump in accordance with the proposal submitted in the amount of \$35,300; and,

WHEREAS, the "Pay-to-Play" Law (N.J.S.A. 19:44A-20.4 et seq) requires that the resolution authorizing the award of a contract over \$17,500 without competitive bids and the contract for said services must be made available for public inspection; and,

WHEREAS, this is an award of a non-fair and open contract in accordance with N.J.S.A. 19:44A-20.5 and as required thereby: (1) the Executive Director has determined and hereby certifies in writing that the value of the purchase of the pump is anticipated to exceed \$17,500, (2) Pumping Services, Inc. will submit a Business Entity Disclosure Certification, prior to contract signing which certifies that Pumping Services, Inc. has not made any reportable contributions to a political or candidate committee in the Township of Washington in the previous year, and (3) the Contract will prohibit Pumping Services, Inc. from making any reportable contributions through the term of the contract; and

WHEREAS, the Executive Director hereby certifies that adequate funds are available for these purposes; and,

WHEREAS, the anticipated term of this contract will expire December 31, 2014; and

NOW, THEREFORE, BE IT RESOLVED by the Washington Township Municipal Utilities Authority:

1. The Executive Director is hereby authorized and directed to execute the attached Proposal Agreement with Pumping Services, Inc. for the purchase of the Moyno Pump attached hereto as Schedule A.
2. A copy of this Resolution and the Agreement engaging Pumping Services, Inc. shall be kept on file and available for public inspection at the office of the WTMUA, 46 East Mill Road, Long Valley, New Jersey.
3. This contract is made without competitive bidding as the value is under the bid threshold in accordance with N.J.S.A. 40:11-3(a) and (c) of the Local Public Contracts Law.
4. A notice of this action shall be printed in the Authority's Official Newspaper within ten (10) days of the passage of this resolution.

CERTIFIED AS TO CONTRACT VALUE AND FUNDS AVAILABILITY

Michael P. Pucilowski, Executive Director

INTRODUCED AND PASSED: August 6, 2014

Motion made by Mr. Mascott, and seconded by Mr. Popper. Motion was carried by the following vote without prejudice:

AYES: Messrs.: Napolitano, Mascott, Popper, Kramer, Babb

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

PARKER RD WATER MAIN EXTENSION RE-CHLORINATION BUILDING

The EPA Agreement provides access to the Comb Fill property to manage the re-chlorination building until the EPA is no longer involved in the property. Technically, the Authority will be trespassing when the EPA is no longer involved in the property. The property is owned by a defunct corporation that declared bankruptcy. The Authority decided not to obtain an easement since it will open the Authority to liability under the Federal Spill Act. The possibility exists that the re-chlorination process will not be needed if there is enough usage and flow to the customers once the system is online. Currently there is water in the line but it is not pressurized or treated and is not connected to customers. The final connections will probably be in November. The potential issue of access to the property will be discussed with Chester. A request will be made to Chester to share in the resolution.

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CHRISTINE KATTERMANN COMPENSATION

This item was tabled until next meeting. The Board requested a job and salary history for the next meeting. The employee needs to be served with a RICE notice.

RICE allows an employee to waive the Closed Session discussion and have it in Open Session. If the employee consents to a Closed Session discussion, they can be present for the discussion until the discussion turns to qualified Closed Session items such as attorney recommendations.

Closed Session minutes are to be released after the topic has been resolved.

DIRECTOR'S REPORT

- Parker Rd Line Extension: there will be a discussion tomorrow on repair of the leak and the finalization on the buildings.
- Grove Street Pump Station: the pumps have been ordered. Once installed, the facility will be run for two weeks to verify that everything is working fine. If everything is okay then the tanker will be removed.
- On July 16th, the Executive Director met with a representative from Dewbury to discuss the SMSTP. It was recommended that the RFP needs to be in two phases. First to evaluate the RBCs themselves to determine the life of the units. Then once the DEP permit restrictions are provided, hopefully in March 2015, there can be an evaluation as to how to address them. The RFP will be revised.
- Included in the Agenda is correspondence from the DEP on the inspection of the collection system and the Notice of Violation for the sewer discharge into the South Branch of the River. Responses are also provided.
- It is recommended to increase the budget for the replacement of the water meters. It is also suggested that an additional staff member could do meter replacements and assist with the increased work load at the LVSTP.
- The County is planning to mill and pave Bartley Road. There are some I&I issues that will need to be addressed prior to the paving.
- Operator's reports provided. The following items were discussed:
 - One of the vehicles is being used by an employee to go back and forth to work. The Executive Director approved the vehicle's use because of the upset of the LVSTP. Les has been working seven days a week since he has the most working knowledge of the plant. He will have to pay taxes on use of the vehicle because it is considered part of his income. The Executive Director has advised other members of the staff of his decision and that the use of the vehicle is taxable income. Other staff members are being trained to help reduce the overtime that has made this necessary.
 - The Air Quality reports were completed, but the date was not included on the paperwork. The Executive Director confirmed via other sources that the reports were completed for the correct dates.
 - PEOSHA now requires a trained back up for rescue when performing confined space work. This is being addressed temporarily by hiring an outside firm for back up rescue. Everyone in operations will need to be trained to provide the required back up rescue. It is anticipated that this could be an issue for the Employee Association.
 - The DEP issued an NOV for O&M manuals. They are currently being copied, updated and digitally generate as required.
 - The operation manual for the new Grove Street Booster Station will be available when the Station is ready to go into service.
 - The Water Operator advised that the water main break SOP is no longer valid. The Executive Director has requested a meeting with the Water Operator to discuss his input but it has not been scheduled by the Water Operator.
 - Operation Meetings are held once a month.

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- The NJDEP did an inspection on the collection system. The last inspection was prior to 2005 and did not include the Bartley Road Pump Station. The Bartley Rd Pump Station permit was provided and paperwork was completed showing the Sewer Operator of record and the back up operators.

EMPLOYEE ASSOCIATION CONTRACT NEGOTIATIONS

The following three items are being negotiated: salary increase percentages, post retirement stipend to offset healthcare costs and the extension of healthcare benefits to a particular employee that does not qualify due to his start date. The Association has compared the salary increases of the operations staff with the office staff but has not requested a specific percentage increase. The post retirement stipend has not been quantified. A meeting is expected in a week or two to discuss specific requests. Nothing has been requested by the Authority.

A formal employee suggestion program was suggested. This was brought up because the Association does not feel that their suggestions are being addressed. Compensation for implemented ideas was discussed. Additional staffing may be necessary to implement some of the ideas.

ADJOURNMENT

Motion was made by Mr. Mascott, and seconded by Mr. Popper, to adjourn the meeting. Motion was carried by the following vote:

AYES: Messrs.: Napolitano, Mascott, Popper, Kramer, Babb
NAYS: Messrs.: None
ABSTAIN: Messrs.: None

Meeting Adjourned: 10:07 PM

Respectfully Submitted,
E. Jill Waller
Secretary